

# Requirements for Becoming a Risk Assessor

## Kansas Department of Health and Environment

### Residential Childhood Lead Poisoning Prevention Program

As Pursuant to Kansas Administrative Regulations effective September 13, 1999.

#### What is a Risk Assessor?

A risk assessor is a certified individual who conducts on-site investigations to determine the existence, nature, severity, and location of lead-based paint hazards in a residential dwelling or child-occupied facility and the provision of a written report explaining the results of the investigation and options for reducing lead-based paint hazards.

#### How do I apply to become a Risk Assessor?

Within one year of successfully completing a KDHE- or EPA-accredited training program, submit a completed *Lead Occupation Initial / Renewal* form, along with a copy of your KDHE- or EPA-accredited risk assessor training program certificates, and any required refresher completion certificates for the risk assessor occupation. You must also include evidence documenting your training, education and experience that would fulfill the requirements of a risk assessor, a check or money order made payable to KDHE for the nonrefundable \$300 fee, and two recent, passport-size color photographs of your face without a hat or sunglasses. (Computer-generated or photocopied photographs shall not be acceptable.)

#### How much are the fees to become a risk assessor?\*

Initial fee.....	\$300
Recertification fee.....	\$150
Certification by Reciprocity fee.....	\$300
Third Party examination fee (required).....	\$50

**\*all fees are nonrefundable**

#### Where can I get a *Lead Occupation Initial / Renewal* form?

Contact the Kansas Childhood Lead Poisoning Prevention Program at 1-866-865-3233 or visit the website at [http://www.kdheks.gov/lead/license\\_and\\_certification.htm](http://www.kdheks.gov/lead/license_and_certification.htm)

#### What qualifications are required to become a risk assessor?

##### Education and Experience qualifications-(must meet at least one of the following)

- A bachelor's degree and at least one year of experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work
- An associate's degree and two years of experience in a related field, including housing repair and inspection, and lead, asbestos, and environmental remediation work
- Certification as an industrial hygienist, professional engineer, or registered architect, or certification in a related engineering, health, or environmental field, including a safety professional and environmental scientist
- A high school diploma or certificate of high school equivalency (GED) and three years of experience in a field, including housing repair and inspection, and lead, asbestos, and environmental remediation work.

##### Training qualifications-

Each applicant for a certificate as a risk assessor shall complete a KDHE- or EPA-accredited risk assessor training program and a lead inspector training course, pass both course examinations and the third-party examination, each with a score of 70% or more.

## **What are approved documents recognized by KDHE as evidence of meeting the work experience, and training requirements?**

**Evidence of education** - Official academic transcripts or diplomas

**Evidence of work experience** - Resumes, letters of reference, or documentation of work experience, which at a minimum shall include specific dates of employment, each employer's name, address, and telephone number, and specific job duties.

**Evidence of training** - Course completion certificates issued by the KDHE- or EPA-accredited training provider.

## **What is the third party exam?**

The third party exam is a competency exam to test your knowledge and ability to perform the duties of a lead abatement supervisor. You must complete a KDHE- or EPA-accredited risk assessor training course to take the third party exam. A passing score of 70% is required to successfully pass the exam. The third party exam is offered several times a year; contact your training provider or the Residential Childhood Lead Poisoning Prevention Program for dates, times and locations. The applicant must pass the exam within one year of successful completion of the training program to receive certification.

## **What if I don't pass the Third Party exam?**

After successful completion of a KDHE- or EPA-accredited training program, the applicant may take the third party exam a maximum of three times within 180 calendar days of notice of an approved application. If an applicant allows 180 calendar days to pass after notification of an approved application or if the applicant should fail the third party exam three times, whichever comes first, the applicant will be denied certification. The applicant may reapply to KDHE, but must successfully complete a KDHE- or EPA-accredited training program prior to submitting application.

## **How do I apply for recertification?**

The certified individual applying for renewal shall complete the eight-hour KDHE- or EPA-accredited refresher course for risk assessors. Submit a completed application for renewal of certificate to KDHE at least 60 days before the certificate's expiration date as indicated on the certificate. A completed application includes the required supporting documentation, two recent photographs and the nonrefundable recertification fee of \$150 by check or money order made payable to KDHE.

## **I am certified/licensed in another state; can I apply for certification by reciprocity?**

Yes, if the state you are certified/licensed in has a reciprocity agreement with KDHE. Check with your state agency, or contact KDHE for updated state reciprocity agreements. You must follow all of the procedures outlined for an individual applying for certification as a risk assessor. (See the section "How do I apply to become a Risk Assessor?" above) Include a copy of the EPA-approved state licensure/ certification certificate(s) for a risk assessor occupation in other states, proper documentation of meeting experience requirements, a check or money order for the nonrefundable application fee of \$300 and two recent, passport-size color photographs of your face without a hat or sunglasses. (Computer-generated or photocopied photographs are not acceptable.)

## **How will I know if I was approved or denied certification?**

The applicant shall be informed by KDHE in writing that the application is approved, incomplete, or denied. An incomplete application notice will be accompanied by a list of necessary items and/or required information to complete the application. The applicant will have 30 days to correct omissions or the application will be denied. An approved application notice will indicate the date your 180 calendar day period begins to pass the third party exam. When an application for certification is denied, the written notice of denial to the applicant shall specify the reasons for the denial. If an applicant is wrongfully denied by a determination to deny certification, the applicant may appeal KDHE's denial to the administrative hearing commission as provided by the Kansas administrative procedure act.

## **What happens after I pass the third party exam?**

After the applicant passes the third-party examination, a two-year risk assessor certificate and a photo identification badge may be issued by KDHE.

## **What would cause my application to be denied?**

Certification may be denied by KDHE for any of the following reasons:

- Failure to meet minimum education or experience requirements
- Not having correct type or amount of training
- Providing false or misleading statements in the application
- Failure to achieve a passing score on the third-party exam after three attempts
- Failure to submit a complete application
- Three or more citations or violations within the past two years of any existing local, state, or federal lead-based paint activity regulations or standards
- Three or more violations within the past two years of 29 CFR 1926.62 or 29 CFR 1910.1200, both revised as of July 1, 1998.
- Fraud or failure to disclose facts relevant to the application
- Permitting the duplication or use by another of the individual's certificate
- Any other information that may affect the applicant's ability to appropriately perform lead inspections, or
- Final disciplinary action, for any violation of lead-based paint activity standards, against the certified individual by another state, territory, federal agency, or country, whether or not voluntarily agreed to by the certified individual, including the denial of certification, surrender of the certificate, allowing the certificate to expire, or discontinuing or restricting the certificate while subject to investigation or while actually under investigation by another state, territory, federal agency, or country.

### **Contact Information:**

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